

**REVISED Agenda**  
**Village Board Meeting**  
**Tuesday, August 12, 2014 at 7:30 p.m.**  
**Jackson Area Community Center**  
**N165 W20330 Hickory Lane**  
**Jackson, WI 53037**  
**Meeting Location Change Due to Election.**

1. Call to Order and Roll Call.
2. Pledge of Allegiance.
3. Ceremonial Swearing-In of Police Officer Michael Lake.
4. Approval of Minutes for the Village Board Meeting of July 8, 2014 and Special Meetings of July 16, 2014 and July 29, 2014.
5. Any Village Citizen Comment on an Agenda Item (Please sign in).
6. Budget & Finance Committee Recommendations.
  - Community Center Basketball Goals – Electric Winch Installation Proposal.
  - Community Center Security Cameras Proposal.
  - Resolution #14-11– Reimbursement (Over-Performance) Agreement – FKS Realty, LLC (Reinke & Schomann Building.)
  - Mid-Moraine Water Quality Collective Agreement.
  - Personal Protective Equipment and Portable Battery Replacement Purchases.
7. Licenses.
  - Operator Licenses.  
Jackson Pub: Lisa LaPine  
Walgreens: Robin Van Aacken  
Latest Edition: Jennifer Ancil, Lora Stann  
Fox Brothers Piggly Wiggly: Ashley Herther
8. Board of Public Works Committee.
  - Dallmann Village Phase 2 Master Grading Plan – Update.
  - Ordinance 14-02 Amending Chapter 4, Traffic Code, of the Village Code Regarding Parking Limitations on Stonewall Drive – Second Reading.
9. Plan Commission Recommendations.
  - Concept Plan – Premier Cranberry Creek, LLC – Concept Plan for 60 Unit Multi-Family Residential Development. (Item may be referred to the September 9, 2014 Village Board Meeting)

- Concept Plan – Jackson Pet Hospital – Concept Plan for a Variety of Dog-Related Businesses at One Site.
10. Park & Recreation - Valentino.
    - Discussion with Possible Action on Request to use the Community Center Gymnasium regarding Tourette Syndrome Association of Wisconsin Event.
  11. Ad-Hoc Committee Report.
  12. Washington County Board Report.
  13. Joint Planning Group Report.
  14. West Bend School District Liaison Report.
    - West Bend School District Superintendent Report – Ted Neitzke.
  15. Greater Jackson Business Alliance Report.
  16. Mid-Moraine Legislative Committee/Mid-Moraine Municipal Report.
  17. Citizens to Address the Village Board.
  18. Closed session pursuant to Wis. Stats. § 19.85(1)(e) for deliberating or negotiating because competitive or bargaining reasons require a closed session; and § 19.85(1)(g) to confer with legal counsel who is rendering oral or written advice concerning strategy with respect to litigation in which the Village is or is likely to become involved. (The topics are matters relating to (a) the Village-Town Revenue Sharing and Cooperative Boundary Agreement; and (b) proposed amendment to the Village-Town Community Center Agreement.)

Reconvene Into Open Session.

19. Possible action on matters relating to (a) the Village-Town Revenue Sharing and Cooperative Boundary Agreement; and (b) proposed amendment to the Village-Town Community Center Agreement.).
20. Adjourn.

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting.

## **DRAFT MINUTES**

### **Village Board Meeting**

**Tuesday, July 08, 2014 at 7:30 pm**

**Jackson Village Hall**

**N168W20733 Main St**

**Jackson, WI 53037**

#### **1. Call to Order and Roll Call.**

President Wendy Kannenberg called the meeting to order at 7:30 p.m.

Members Present: Pres. Kannenberg, Trustee Kruepke, Trustee Kufahl, Trustee Mittelsteadt, Trustee Emmrich, Trustee Lippold, and Trustee Olson.

Members Absent: None.

Staff present: Brian Kober, Kelly Valentino, Jed Dolnick, Jim Micech, John Skodinski, and John Walther.

Others Present: David Wagner

#### **2. Pledge of Allegiance.**

President Kannenberg led the assembly in the Pledge of Allegiance.

#### **3. Approval of Minutes for the Village Board Meeting of June 10, 2014.**

Motion by Tr. Olson, second by Tr. Emmrich to approve the minutes of the June 10, 2014, meeting. Tr. Kufahl commented that Tr. Olson had commented that the property owner taxes were current under item #7 of the June 10, 2014, minutes.

Vote: 7 ayes, 0 nays. Motion carried unanimously.

#### **4. Any Village Citizen Comment on an Agenda Item.**

Joan Kroboth of W194 N16036 Hickory Lane commented on item #9, Dallmann Village Phase 2 Master Grading Plan - Update. She commented that there is water in her backyard and her neighbor's backyard. The situation has not improved.

#### **5. Public Hearing – Planned Unit Development Amendment – Kerry Ingredients – Sign.**

President Kannenberg opened the Public Hearing. There were no comments. President Kannenberg closed the Public Hearing. The item came out of the Plan Commission with Recommendation per Staff Comments.

Motion by Tr. Emmrich, second by Tr. Olson to Approve the Planned Unit Development Amendment for Kerry Ingredients – Sign per Staff Comments.

Vote: 7 ayes, 0 nays. Motion carried unanimously.

#### **6. Public Hearing – Planned Unit Development Amendment – Main Street Mart – Exterior Alteration/Re-facing.**

President Kannenberg opened the Public Hearing. There were no comments. President Kannenberg closed the Public Hearing.

The item came out of the Plan Commission with Recommendation per Staff Comments.

Motion by Tr. Emmrich, second by Tr. Lippold to Approve the Planned Unit Development Admendment – Main Street Mart – Exterior Alteration/Re-facing per Staff Comments.

Vote: 6 ayes, 0 nays, 1 Abstain by Tr. Kruepke. Motion carried 6-0-1.

## 7. **Budget & Finance Committee Recommendations.**

- **Proposal for Long-Term Planning Services - Ehlers.**  
John Walther reported on the item of Long-Term Planning Services from Ehlers. He commented that this is to assist the Village with Long-Term Planning.  
David Wagner from Ehlers then presented the proposal and gave a brief summary. He commented on a pay as you go capital planning.  
Motion by Tr. Mittelsteadt, second by Tr. Lippold to Approve the Ehlers Long-Term Planning Service for the four phases in an amount not to exceed \$7,750 and any additional meetings to be on an as needed basis.  
Vote: 7 ayes, 0 nays. Motion carried unanimously.  
Discussion continued of a special meeting to be held on July 29, 2014, immediately following the Board of Public Works meeting.
- **Review of Bids for Painting of the White Water Tower with Logos.**  
This item came out of the Budget and Finance Committee without recommendation.  
Discussion of the paint, clear coat, and logo ensued. Discussion of the base bid, banding, and clear coat ensued. The mold at the bottom of the tower was noted.  
Discussion of the painting the other water tower to match ensued. Brian Kober pointed out the Scope of the Work as on the proposal.  
Motion by Tr. Kufahl, second by Tr. Olson to Approve the Bid from Superior Tank to paint the white water tower for the base bid of \$41,500, the blue band of \$8,900, and clear coat of \$4,500, for an amount not to exceed \$54,900.  
Vote: 7 ayes, 0 nays. Motion carried unanimously.
- **Review of Bids for WWTP Digester Improvement Project.**  
This item came out of the Board of Public Works and the Budget and Finance Committee recommending Sabel Mechanical, LLC in an amount not to exceed \$367,900.  
Motion by Tr. Kufahl, second by Tr. Olson to Approve the bid from Sabel Mechanical LLC in an amount not to exceed \$367,900.  
Vote: 7 ayes, 0 nays. Motion carried unanimously.  
Tr. Lippold requested to see the process of the inspection when the installation takes place.
- **Quarter Comparison Reports ending June 2014.**  
Tr. Olson commented that the Departments expenses are less than 50%. He commented good job to everyone for keeping expenses down.  
Tr. Olson questioned the building inspection revenues. Jim Micech projected additional six – seven more homes and another building with a projected additional \$20,000 in revenues. Tr. Mittelsteadt questioned Jim if he is able to get items completed. Jim commented that at a minimum a part-time position needs to be added. He is writing permits at home. When he is off, the Village pays someone to cover the building inspections.  
Kelly commented that last year at this time the park and rec budget was at 45% revenue and 46% expenses. This year we are at 47% revenue, and 44% expenses, this does not include Kettlebrook. She is projecting to end very strong.

Pres. Kannenburg commented on the education travel dues. Brian commented that the budgeted amount should be \$1,000. This was a keying error and the item will be over.

Motion by Tr. Olson, second by Tr. Lippold to place the quarter comparison reports on file.

Vote: 7 ayes, 0 nays. Motion carried unanimously.

## 8. Licenses.

- Operator Licenses.

Lisa Lehman Casey Schwister Amy Luessow

Motion by Tr. Mittelsteadt, second by Tr. Emmrich to Approve all but Jacob Schneider's Operator License.

Vote: 6 ayes, 0 nays, 1 Abstain by Tr. Kruepke. Motion carried 6-0-1.

Motion by Tr. Mittelsteadt to deny Jacob Schneider's Operator License based on the record. Chief Dolnick commented on the League of Municipalities Opinion and recommended to approve his license with conditions. Motion failed due to lack of second.

Motion by Tr. Olson, second by Tr. Lippold to Approve Jacob Schneider's Operator License with Conditions. Vote: 5-1-1, Tr. Mittelsteadt voted no, Tr. Kruepke Abstained. Motion carried 5-1-1.

## 9. Board of Public Works Committee.

- Dallmann Village Phase 2 Master Grading Plan - Update.

Brian reported that the plan is in Helmut's hands. He did request a status for this evenings meeting. The dirt has been leveled and they are dumping milling/gravel/stone. Tr. Lippold commented that the approval of the grading has to include the swale. The stone will be removed. Discussion ensued of shutting the site down completely. Brian commented that the property owner is not cooperating with the Village. Discussion of the staging area ensued. The vegetation that has built up over the years without the swale, is the cause of the water problem. Discussion ensued of shutting down the site. Helmut does not respond to the Village. Brian has been communicating with Steve, the PTS contractor.

Motion by Tr. Olson, to shut the site down if we do not have a grading plan by July 29, 2014. Discussion ensued that shut down means no use of the site for the project. The motion continued as to direct Brian to work with PTS with a deadline of July 29, 2014, to have acceptable plans for the Village to review or the Village will look at options to shut down the site. Second by Tr. Kufahl.

Vote: 7 ayes, 0 nays. Motion carried unanimously.

- Ordinance 14-02 Amending Chapter 4, Traffic Code, of the Village Code Regarding Parking Limitations on Stonewall Drive.

Brian reported that this item is from the Board of Public Works. Motion by Tr. Kufahl, second by Tr. Emmrich to Introduce Ordinance 14-02 Amending Chapter 4, Traffic Code, of the Village Code, Regarding Parking Limitations on Stonewall Drive.

Tr. Kufahl commented to look at Ridgeway as well.

Vote: 7 ayes, 0 nays. Motion carried unanimously.

- Resolution 14-10 Adopting the 2013 Compliance Maintenance Annual Report for the Jackson Wastewater Treatment Facility.  
Motion by Tr. Mittelsteadt, second by Tr. Olson to approve Resolution 14-10 Adopting the 2013 Compliance Maintenance Annual Report for the Jackson Wastewater Treatment Facility.  
Vote 7 ayes, 0 nays. Motion carried unanimously.

**10. Request to Open Sealed Attorney (Davis Kuelthau) Records.**

No action on the item. This was treated as an open records request. The envelope was opened and invoices were copied to the Village Board as instructed by the Village Attorney.

**11. Ad-Hoc Committee Report.**

Tr. Olson commented that there was a meeting back in June. There will be a joint meeting on July 16, 2014, at 7 p.m. at the Town to go over a new agreement. Tr. Kufahl commented that they have agreed on the major components and the expenses that will be covered. The Town Board was looking for an addendum and Tr. Kufahl noted that a new agreement was needed to replace the existing. He wanted to get both groups together.

**12. Washington County Board Reports.**

No Report.

**13. Joint Planning Group Report.**

There was not a June meeting. The next meeting will be July 17, 2014, at 7 p.m.

**14. West Bend School District Liaison Report.**

Pres. Kannenberg reported that Ted Neitzke, Superintendent of the West Bend School District, will be at the August meeting to talk about budgets and the school district.

**15. Greater Jackson Business Alliance Report.**

Tr. Mittelsteadt commented that the next meeting will be July 16th from Noon – 1 p.m. at the Community Center. This is their quarterly meeting and Lieutenant Governor Rebecca Kleefisch will be the speaker. Lunch will be served.

Tr. Mittelsteadt thanked volunteers for helping out with Action In Jackson. There were 137 runners for the 5 K Run / Walk. There were six bands and a battle of the bands. There were 52 entries in the car show and they will look at combining with Culvers car show next year.

**16. Mid-Moraine Legislative Committee/Mid-Moraine Municipal Report.**

The Mid Moraine Municipal Dinner will be on August 27, 2014, and hosted by the Village of Jackson at the Jackson Area Community Center.

**17. Citizens to Address the Village Board.**

Carrie Quade commented that she would like to see the grading plans.

Tr. Lippold questioned if the new officer had been hired and if the new officer could be sworn in at the next meeting.

Tr. Emmrich will not be at the August meeting as he will be at National Night Out.

Tr. Kufahl asked for an update on the grant for the park and ride. John Walther commented that he is working with Mary Marshall on clarification of paperwork. Tr. Kufahl commented that the money is earmarked for roads. Brian commented that it is a bad time to survey because of the trees. The survey will be completed in the fall when the leaves are off and then bid out in March.

Kelly Valentino commented Thank You on behalf of the Friends Group. Over \$1,200 was raised from the 5K run.

Tr. Olson commented on an anonymous complaint that was received last week. The Village has a complaint process in place and if the complaint does not have a name and address, it should not be considered. He continued that it is not constructive for the Village Staff. Tr. Mittelsteadt commented that the unsubstantiated complaints need to stop.

Pres. Kannenberg commented to please let Sandy Lippold know who is bringing what to the 2<sup>nd</sup> annual employee lunch.

**18. Adjourn.**

Motion by Tr. Mittelsteadt, second by Tr. Emmrich to adjourn at 8:46 p.m.

Vote: 7 ayes, 0 nays. Motion carried unanimously.

Respectfully submitted by Deanna L. Boldrey, Clerk/Treasurer

DRAFT

**DRAFT Village Board MINUTES**  
**Joint Village Board Meeting and Town Board Meeting**  
**Wednesday, July 16, 2014 at 7:00 pm**  
**Jackson Town Hall**  
**3146 Division Road**  
**Jackson, WI 53037**

**1. Call Meeting to Order and Pledge of Allegiance – 7 p.m. at the Jackson Town Hall 3146 Division Road, Jackson, Wisconsin 53037.**

Town Chairperson Raymond Heidtke called the Special Meeting to order at 7 p.m.  
Village President Wendy Kannenberg called the Special Meeting to order at 7 p.m.  
Pledge of Allegiance was led by Town Chairperson, Raymond Heidtke, and Village President, Wendy Kannenberg.

Village Board Members Present: Pres. Kannenberg, Trustee Kruepke, Trustee Kufahl, Trustee Emmrich, Trustee Lippold, and Trustee Olson.

Members Absent: Trustee Mittelsteadt (excused).

Town Board Members Present: Chairperson Heidtke, Supervisor Kufahl, Supervisor Russell, Supervisor Huettl, and Supervisor Hartwig

Village Staff present: Kelly Valentino, John Walther, Deanna Boldrey.

Town Staff present: Julia Oliver

**A. Official Meeting Notification.**

Julia read that the meeting was posted three places in the Town of Jackson and sent to the media. (The Notice was also posted in three places in the Village.)

**B. Roll Call.**

All were present except for Tr. Mittelsteadt (excused).

**C. Approval of the Agenda.**

Motion by Supervisor Hartwig, second by Supervisor Huettl to approve the agenda.

Motion carried unanimously.

Motion by Tr. Olson, second by Tr. Lippold to approve the agenda. Motion carried unanimously.

**2. Business.**

**A. Comments from any Town Resident or Village Resident on an Agenda Item.**

Arlyn Johnson, 441 Morning Dove Drive, stated that it is important the revised agreement is clear. The original agreement is ambiguous. He continued that he had reviewed the prepared draft agreement and a number of questions remain. He questioned how were the costs determined, how were the revenues calculated, and there was no mention in regards to the boys and girls club contribution. He commented that it appears to be an amendment and the amendments should be done separately. He also would like the comment that the group should consider the addition of "all other terms and conditions remain in full effect".

**B. Discussion and Possible Action – 1. Community Center Development and Operations Agreement: Define Operating Expenses Contribution and Annual Maximum and Percentage of Increase, and 2. Clarification of Director’s Agreement and development and Operations Agreement by Amending Current Agreements.**

Town Supervisor Russell lead the discussion of sharing of the expenses and the writing of an amendment rather than rewriting the two agreements into one. He continued that he was to meet with Tr. Olson and define the operational expenses for the town that would include the Director’s Salary. He gave history of the discussion of revenues and the budgeted items as outlined on Exhibit A. He continued that the Town needs clarification for the future.

Town Chairperson Heidtke clarified that the meeting will be run together but the motions will be taken separately.

Tr. Olson commented that the other two agreements have caused issues, the Village Board does not want an amendment. The Village Board would like to strike those two agreements and have a new fresh agreement that is spelled out and definite.

Tr. Kufahl commented that he agreed. He continued that there are a lot of areas in the agreements that are irrelevant. Tr. Kufahl distributed a document that he put together. He continued that the costs need to be defined in the agreement. He noted to put together a new agreement which replaces both existing documents and removes any ambiguity of the existing agreements.

Tr. Lippold commented he agreed and questioned why the Town would want to put together an amendment rather than a new document.

The previous agreements from 2001 and 2008 were distributed and reviewed for comparison.

Town Supervisor Huettl commented that the Park and Recreation Director is not an employee of the Town and he had concern of severance pay and that the Town should not be responsible because she is not the Town employee. Discussion of the item ensued.

Town Supervisor Huettl continued that the Village had asked the Town to double their payment.

Tr. Olson pointed out paragraph 5 of the 2008 agreement says the Town will pay 40% of the costs of the Joint Department. It was clarified that the Village is requesting 38%.

Town Supervisor Huettl commented that the amount went from \$47,000 – \$75,000.

Tr. Kufahl commented that the Village budget has also increased. The approval is on the percentage, how it is going to be calculated, and what expenses are going to be covered.

Supervisor Kufahl noted we are here to discuss whether we will be rewriting the contract. He commented he is concerned that we will rewrite an agreement and the attorney's will rewrite and then we will be right back where we are at and spending money on attorney costs. He continued that the amendment cleans it up for now.

Supervisor Russell commented that exhibit A clarifies the intent.

Tr. Emmrich commented he would like to see a new agreement.

Verbiage in regards to the Boy and Girls Club should be included.

Exhibit A will be the intent for the 2015 numbers.

Discussion ensued of continuing with exhibit A and then redrafting the document. Discussion of the population numbers ensued. The Department of Administration issues preliminary numbers in August and then final numbers are issued in October.

Tr. Olson continued that even though we do not have a new agreement we are implementing the intent. It was noted that exhibit A satisfies the intent. Discussion ensued to rewriting agreements from 2001 and 2008 for the 2016 budget.

Tr. Olson commented he will report on the progress at the Village Board meetings.

Town Chair Heidtke commented that the mainstays that have been working together will work on an amendment for the 2001 and 2008 agreement. Tr. Lippold commented that the intent is in Exhibit A.

Motion by Town Supervisor Hartwig, second by Town Supervisor Huettl directing Tr. Don Olson and Town Supervisor Russell to continue working together to draft an amendment for August review at both board meetings. Within a two year period documents from 2001 and 2008 will be rewritten and combined into one document with exhibit A as the expression of intent by budget period 2016. Motion carried unanimously by the Town Board.

Motion by Tr. Lippold, second by Tr. Emmrich directing Tr. Don Olson and Town Supervisor Russell to continue working together to draft an amendment for August review at both board meetings. And within a two year period documents from 2001 and 2008 will be rewritten and combined into one document with exhibit A as the expression of intent by budget period 2016. Motion carried unanimously by the Village Board.

### **3. Future Agenda Items and Set Next Meeting Date.**

Town Chairperson Heidtke commented he would like to see Cedar Creek Road on the schedule for repair. Additionally, the status of the annexation agreements were questioned such as timelines, deadlines, and clarification as to which properties are included. Tr. Kufahl suggested a meeting in September or October.

Tr. Emmrich commented he would like to look at sharing the Building Inspector, such as if the Village Building Inspector goes out of town, the Town Building Inspector would fill in and vice versus.

Tr. Kufahl questioned if there are other items we can share to save money.

Pres. Kannenberg commented that the village will be discussing long-term planning with Ehlers.

A tentative meeting date of Wednesday, November 19<sup>th</sup>, 2014, at 7 p.m. was discussed to be held at the Community Center.

### **4. Adjournment.**

Motion by Supervisor Russell, second by Supervisor Hartwig to adjourn. Motion carried unanimously.

Motion by Tr. Lippold, second by Tr. Olson to adjourn. Motion carried unanimously.

Meeting adjourned at 8:05 p.m.

Respectfully submitted by Deanna L. Boldrey, Clerk/Treasurer

**DRAFT Minutes**  
**Special Village Board Meeting**  
**TUESDAY, July 29, 2014 at 7:37 P.M.**  
**Jackson Village Hall**  
**N168 W20733 Main Street**

**1. Call To Order & Roll Call**

President Kannenberg called the meeting to order at 7:37 pm.

Members present: Trustee Olson, Trustee Lippold, Trustee Mittelsteadt, Trustee Kruepke, and Trustee Kufahl.

Members absent: Trustee Emmrich (excused).

Staff present: John Walther and Brian Kober.

Others present: David Wagner

**2. Any Village Citizen Comment on an Agenda Item (Please Sign In).**

Sarah Sorensen of W194 N16024 Hickory Lane spoke in regards to item number 3. She lives on the East Side of the dirt pile. She was told they were going to cease and desist; and they are still dumping. She is not in favor of giving the property owner another week.

Jim Blank of N160 W19570 Sherman Road spoke in regards to item number 3. He questioned how the property got to this point with the fill.

**3. Dallmann Village Phase 2 Master Grading Plan - Update.**

Tr. Kufahl questioned why dumping is still going on. Brian commented that it is stone. Discussion of the continued dumping of dirt and stone ensued. Tr. Kufahl commented on the email from Helmut. Discussion of an easement agreement followed. Brian commented again in regards to the past drainage plan. He noted the vegetation that is causing the drainage issue.

Tr. Lippold questioned why this is different from a property maintenance issue.

Tr. Mittelsteadt questioned if there was a way for emergency access.

Tr. Kruepke questioned if the Village has had legal counsel review the item. In 1986, when the subdivision came in, it was the intention for the streets to continue to the West.

Tr. Mittelsteadt commented to set a time limit to have him start removing the fill.

Pres. Kannenberg questioned if Brian had a log of all his discussions. She noted that she would make phone calls if it would help.

Tr. Kufahl commented he would like to see a notification to the property owner to comply with no additional dumping on the property and notification to Helmut that we are seeking legal counsel.

The Attorney will be at the next Village Board meeting. If an agreement is not made by the August 12<sup>th</sup>, meeting than the fill comes off and nothing else goes in there.

Motion by Tr. Kufahl, second by Tr. Mittelsteadt for the Village to contact Helmut and PTS for compliance with the recent request of no dumping of dirt and/or gravel. The Village will reach out to Helmut for a face to face meeting with the intent of an agreement for review at the next Village Board Meeting. The Village is contacting the Village Attorney. If a satisfactory grading / drainage agreement is not received by August 12<sup>th</sup>, then the fill must be removed from the site.

Vote: 6 ayes, 0 nays. Motion carried unanimously.

**4. Long – Term Planning Services - Ehlers.**  
**- Phase 1. An Overview of Key Financial Factors.**

David Wagner of Ehlers presented the Jackson Financial Management Plan, Workshop #1.  
The next meeting will follow the Board of Public Works Meeting on August 26th.

**5. Adjourn.**

Motion by Tr. Mittelsteadt, second by Tr. Lippold to adjourn at 9:00 p.m.  
Vote: 6 ayes, 0 nays. Motion carried unanimously.

DRAFT

\

Respectfully submitted by Deanna L. Boldrey, Clerk/Treasurer

Packet Information for item #6 (Budget & Finance Committee Recommendations) can be found in the August 2014 Budget & Finance Packet. Including:

4. Community Center Basketball Goals - Electric Winch Installation Proposal.
5. Community Center Security Cameras Proposal.
6. Resolution #14-11– Reimbursement (Over-Performance) Agreement – FKS Realty, LLC (Reinke & Schomann Building.)
7. Mid-Moraine Water Quality Collective Agreement. – See Board of Public Works July 2014 Meeting Packet.
8. Personal Protective Equipment and Portable Battery Replacement Purchases.

<u>NAME</u>	<u>BUSINESS</u>	<u>POLICE CHIEF</u> <u>RECOMMENDATION</u>
LaPine, Lisa	Jackson Pub	Approve
VanAacken, Robin	Walgreens	Approve
Ancil, Jennifer	Latest Edition	Approve
Stann, Lora	Latest Edition	Approve
Herther, Ashley	Fox Brothers Piggly Wiggly	Approve

Packet Information for item #8 (Board of Public Works Committee) can be found in the July 2014 Board of Public Works Packet. Including:

- Dallmann Village Phase 2 Master Grading Plan – Update.

**ORDINANCE #14-02**

---

**AMENDING CHAPTER 4, TRAFFIC CODE, OF THE VILLAGE CODE REGARDING  
PARKING LIMITATIONS ON STONEWALL DRIVE**

---

**THE VILLAGE BOARD OF THE VILLAGE OF JACKSON, WASHINGTON COUNTY,  
WISCONSIN, does ordain the following changes to the Village Code:**

**SECTION I.** Chapter 4 Section 4.04, Parking Limitations, A. No Parking, (1)(o.) of the Village Code of the Village of Jackson is hereby created to read as follows:

- o. Stonewall Drive:
  - 1. East side of Stonewall Drive from Georgetown Drive to 380 feet north along Stonewall Drive.

**SECTION II.** This Ordinance shall take effect from and after its passage and posting.

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Passed and Approved \_\_\_\_\_

Vote: \_\_\_\_ Aye \_\_\_\_ Nay

\_\_\_\_\_  
Wendy A. Kannenberg, Village President

\_\_\_\_\_  
Attest: Deanna Boldrey, Village Clerk/Treasurer

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Dated: \_\_\_\_\_

Village Official: \_\_\_\_\_

Packet Information for item #9 (Plan Commission Recommendations) can be found in the July 2014 Plan Commission Packet. Including:

- Concept Plan – Premier Cranberry Creek, LLC – Concept Plan for 60 Unit Multi-Family Residential Development. (Item may be referred to the September 9, 2014 Village Board Meeting)
- Concept Plan – Jackson Pet Hospital – Concept Plan for a Variety of Dog-Related Businesses at One Site.

**DRAFT MINUTES  
PLAN COMMISSION MEETING  
Thursday – July 31, 2014 – 7:00 p.m.  
Jackson Village Hall  
N168W20733 Main St  
Jackson, WI 53037**

**1. Call to Order & Roll Call.**

Chairperson Wendy Kannenberg called the meeting to order at 7:00 p.m.  
Members present: Peter Habel, Doug Alfke, Steve Schoen, Jeff Dalton, and Tr. Lippold.  
Members Excused: Tr. Kruepke.  
Staff present: John Walther.

The gallery was full.

Motion by Chairperson Kannenberg, second by Peter Habel to take items out of order and move item 5, Citizens to Address the Plan Commission, up on the agenda to follow item number 2. This was done to allow Citizens to Address the Plan Commission prior to discussion of the Concept Plans.

Vote 6 ayes, 0 nays. Motion carried unanimously.

**2. Minutes – June 26, 2014, Plan Commission Meeting.**

Motion by Peter Habel, second by Doug Alfke to approve the minutes of the June 26, 2014 Plan Commission meeting.

Vote: 6 ayes, 0 nays. Motion carried unanimously.

**5. Citizens to address the Plan Commission.**

Salvador Micella commented on item number 3. He commented that there are elements that work in the short term such as the completion of the road. He commented on the unknown such as the impact on the property value. He has lived in Blackberry Circle for seven years and is the President of the Association.

Gary Jenovai commented on item number 3. He commented that Premier would be a good neighbor. He commented on concern of the impact on property value.

Gloria Tufke commented on number 3. She commented that there have been a lot of issues with Cranberry Creek in the past. She noted this is a workable plan. Buildings look very nice and they have a good track record. She continued that renters are not owners and questioned if Jackson can handle 60 units of renters. She commented that someone could rezone for other purposes. Gloria is the Secretary of the Association.

Peter Habel commented on number 3. He noted that Cranberry Creek did have rental property in the original plans. As a previous police officer he is aware of issues when being subletted. He commented that the commission does the best for the community we live in.

Eric Ulmer commented on number 3. He does not want to see the apartment complex built and is opposed to the item.

Joshua Krick commented on item number 3. He commented that he is opposed to the apartment complex. He is in law enforcement and has seen apartment complex issues and how they affect the surrounding areas.

David Fleishman commented on item number 3. He is on the Cranberry Creek Board. He noted that working with Premier has been flawless in the past and there are worse options.

Katherine Metzger commented on item number 3. She commented that the builder does not have ill intentions. She would like to know from the board what may be the other options.

**3. Concept Plan – Premier Cranberry Creek LLC – Concept Plan for 60 Unit Multi-Family Residential Development.**

Chris Slater of Premier Real Estate Management gave history to the company. He commented they currently have 750 units in development. He commented on developments in Marshfield, Kiel, Ripon, and Menasha. The proposed will be two bedroom units. The interiors will be similar to condos with an attached garage. The rentals will run about \$1,000. He noted similarities to the developments in Port Washington. He continued that they have met with Cranberry Creek Board and look forward to working with them on a collaborative nature. Chris commented that they do have regular insurance inspections.

Peter Habel questioned Chris if Premier takes steps that the renters meet a certain criteria and a vetting process. Chris did comment on the vetting process that includes income standards, credit checks, and verification of references and employment.

Tr. Lippold questioned John Walther on what the 60 unit percentages would be when Sherman Parc and Twin Creeks come into the Village. It was discussed that the percentage will not change a significant number.

Joe Goldberger commented that the distinction is multifamily versus single family and there is no distinction between condos and rental units. They count exactly the same. Joe continued that this project was originally for 84 units, and then 64 units. Now it is coming in for 60 units.

John reported from the 2013 Building Inspectors Report that there were 144 units in 12 family apartments which was 4.99% of the 2,887 residential units in the Village. The development would increase the number of units to 204 units which would raise the percentage to 6.9%.

Peter Habel commented that the development was originally for 84 rental units. It was partially built and then there were developer problems. Now someone wants to finish the subdivision and put in five, twelve unit apartments. Peter Habel continued that this falls within the original concept.

Tr. Lippold noted concern, if not approved what will be done with the property in the future.

Peter Habel commented on the process from the Plan Commission to the Village Board.

Jeff Dalton questioned what the percentage of the units are sold and for what reason. Chris reported that less than 1/3 are in fee management. Sales come as they arrive, and this is a development for the owner of the company.

Tom Wood with Harris and Associates came before the Plan Commission. He commented that the change is from 72 units to 60 units. The building style stays the same. The site plan is eliminating one of the buildings closest to the condominiums to allow for more green space which could allow for trees and a gazebo.

Joe Goldberger addressed a couple of issues. He continued that multifamily is multifamily and will not have a drastic effect on the mix in the village. He continued that the preference is the development to be condominiums but the reality is, the market will not allow it.

Bob Murray from Bank Mutual addressed the commission. Bank Mutual owns the property. He commented that he is a person with a steady job and respects his neighbors and has been a renter until about a month ago. He continued that the bank does care who they sell too. He commented that these are high quality renters that will be home owners one day. He noted that the condo value has dropped because the demand has dropped.

Marcia Ott commented that she had an email that she was on the list to speak. She was allowed to make public comments. She owns a condo in Blackberry Circle and is opposed to the development.

Motion by Peter Habel, second by Doug Alfke to recommend the Village Board Approve the Concept Plan for Premier Cranberry Creek LLC Subject to Staff Comments.

Vote: 6 ayes, 0 nays. Motion carried unanimously.

John Walther reminded everyone that this is a concept plan.

**4. Concept Plan – Jackson Pet Hospital – Concept Plan for a Variety of Dog Related Businesses at One Site.**

Sam Bauman addressed the board. He manages the office of the Jackson Pet Hospital. He gave history to the dog training business. He continued that there a lot of clients that use the training. They are looking to attract other dog related businesses in the building such as a doggy daycare and bakery. There are several areas that could operate as a separate unit with their own entrance.

Motion by Doug Alfke, second by Tr. Lippold to Recommend the Village Board approve the Concept Plan for Jackson Pet Hospital Subject to the Staff Comments.

Vote: 6 ayes, 0 nays. Motion carried unanimously.

Chairperson Kannenberg commented that she will be late to the August meeting and questioned if the Plan Commission wanted to move the time of the next meeting or keep it at 7 p.m. The consensus of the commission was to keep the time at 7 p.m. as long as it is a normal meeting.

**6. Adjourn.**

Motion by Peter Habel, second by Tr. Lippold to adjourn.

Vote: 6 ayes, 0 nays. Motion carried unanimously.

The meeting was adjourned at 8:16 p.m.

DRAFT

Respectfully submitted by Deanna L. Boldrey – Clerk - Treasurer



Jackson Joint Parks & Recreation Department
Jackson Area Community Center
N165 W20330 Hickory Lane, Jackson, WI 53037
Phone: (262) 677-9665

Date of Reservation : 04/15/14

Rental Agreement

Check Here if this is a LONG TERM, annually renewing rental. (Note: these must be pre-approved and pre-negotiated by the Jackson Joint Parks & Recreation Department).

Name of Applicant (or Organization): Maria Tiefenthaler / Tourette Syndrome Assoc. of WI

Applicant's Address (Street, City, State, Zip): 12110 N16521 Woodshire Ct, Jackson WI 53037

Phone and/or Cell Number: (414) 587-7855 Email: tief@charter.net

Event Date: Sept. 20, 2014

Purpose of Event: Charity Ball fundraiser

\* Will any of your guests require special accommodations? Yes No

If Yes please explain:

\* Tickets Sold or Admission Charged? Yes No

\* Will there be decorations? Yes No

\* Will Alcoholic Beverages be Served? Yes No

(Please be aware that it is necessary to have the appropriate license to serve alcohol in this premise. If the appropriate licenses are not obtained, the department reserves the right to refuse the reservation. Visit the Jackson Village Hall for more information.)

Estimated Number of Persons to Attend Event: 100?

Rental Start Time: 6 Rental End Time: 11

(Be sure to include setup and cleanup time to ensure return of your security deposit)

Please List The Rooms Being Rented & Rate:

Table with 4 columns: Room Name, Number of hours, Room Rate, Total Room Cost. Row 1: Gymnasium, 5, 75, 375.

Total Rental Fees (not including \$100.00 deposit): \$

Person Responsible for Walk Through with Building Attendant Before and After Event: Maria Tiefenthaler Phone: 414-587-7855

Person Responsible for Cleaning after Event: Maria Tiefenthaler Phone: 414-587-7855

**ARE THERE OTHER WAYS WE CAN MAKE YOUR COMMUNITY CENTER RENTAL PERFECT FOR YOUR EVENT?**

*Tell us what you would like. We may or may not be able to accommodate you but we want your event to be successful. If we can't help you, we'll try to direct you to someone who can help you.*

**Please Circle How You Heard of the Jackson Area Community Center:**

Previous Customer    Acitivity Guide    Event/Program    Facebook    Newspaper    None

**SETUP REQUESTS:** *Tables, Chairs and general layout may be made at the time of reservation.*

**TOTAL FEES**

Rental Deposit/Cleaning/Damage/Rental Reservation Time Violation: \$ 100 -

Rental Fee: \$ 375 - Long Term Rental Fees:     Monthly     Bi-Annually

Additional Charges: \$ \_\_\_\_\_ Description of Additional Charges: \_\_\_\_\_

**TOTAL: \$ 475 -**

**PAYMENT:**     Check #: \_\_\_\_\_     Cash Total: \_\_\_\_\_     Credit Below

The applicant hereby agrees to save, secure, and keep harmless the Jackson Area Community Center/Jackson Joint Parks & Recreation Department/Village of Jackson and its officers, employees, agents, and the Village of Jackson against claims of action, liability, judgments, costs, and expenses, including attorney fees, and in all things strictly comply to the conditions of this agreement.

I certify that I have read all the **TERMS & CONDITIONS** as provided and shall accept responsibility on behalf of my group for any damage or theft sustained by the community center (i.e. premises, furniture, equipment, or supplies) because of the occupancy of said premises by our group.

Please initial after reading mt

I have read and agree with the terms and conditions of the entire contract.

Signature of responsible party: Marina Sieferthal    Date: 4/13/14

Community Center Representative: \_\_\_\_\_    Date: \_\_\_\_\_

**CREDIT CARD AUTHORIZATION**

Name on Card (print) \_\_\_\_\_  
 Billing Same as above or please list \_\_\_\_\_

AMEX               Sec. Code

VISA/MC               CVV Code

or Discover    Exp. Mo.      Exp Yr.

*I authorize the Jackson Jt. Parks & Recreation Dept. to charge my credit card for the above fees. If the Jackson Jt. Parks & Recreation Dept. is unable to process my payment, I will be responsible for an alternate payment arrangement.*

Signature \_\_\_\_\_    Date    /    /

When paying with a credit card, the cardholder agrees to pay the rental fee immediately on the provided card.

We will hold the card information on file and it will be considered and used as a security deposit.